

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



May 26, 1999

ALL COUNTY INFORMATION NOTICE NO. I-37-99

TO: ALL COUNTY WELFARE DIRECTORS

REASON FOR THIS TRANSMITTAL

- ☐ State Law Change
- ☐ Federal Law or Regulation Change
- ☐ Court Order or Settlement Agreement
- ☐ Clarification Requested by One or More Counties
- ☒ Initiated by CDSS

SUBJECT: Implementation Schedule for the Conversion of the In-Home Supportive Services (IHSS) Case Management Information and Payrolling System (CMIPS) to the new CMIPS 2000

REFERENCE: All County IHSS Program Managers letter dated March 4, 1999, regarding the CMIPS conversion

All IHSS Program Managers letter dated February 26, 1999, regarding data cleanup for the CMIPS conversion

This is to inform the counties of the revised implementation schedule for the conversion of the IHSS CMIPS to the Year 2000 (Y2K) compliant CMIPS 2000.

In response to the concerns expressed by many counties over the originally proposed date for the shutdown of the CMIPS, an All County IHSS Program Managers letter (referenced above) was sent on March 4, 1999, to advise you of the decision to delay the April 29, 1999 implementation. After exploring the options available with the CWDA CMIPS Advisory Committee and the Adult Services Committee, **June 28** was selected as the conversion date. This date will provide adequate time for timesheets to be entered and checks to be distributed while allowing a few days of operation before the next peak payroll period.

The shutdown of the current system will occur on June 18, 1999. From June 15 to June 18, the current system will be made available for extended hours, 7 a.m. to 9 p.m. Counties will have until 9 p.m. of June 18 to make payroll entries. From June 23 through 25 the current system will be available for inquiry only.

The new CMIPS 2000 will be available for counties' use beginning on June 28, 1999. The timesheets that will be entered on June 28, 29, and 30 will be processed for warrant mailing on and after July 1, 1999.

We are hopeful that this planned transition will have only a slight impact on payrolling, as the shutdown of the current system will occur after the peak mid-month workload. We will inform providers of the shutdown and request that they submit their timesheets to the county as soon as possible after June 15 to avoid delays in getting their checks. The transition will also provide us with a complete fiscal year in one system and does not require the splitting of reporting for the year between the two reporting systems.

We do not anticipate any startup problems with CMIPS 2000, but in the event the new system has serious flaws after implementation, the older version of CMIPS will become immediately available for data entry.

This conversion plan was discussed with the CMIPS Advisory Committee and they agreed it is the most workable plan. On April 8, 1999, the new implementation schedule was shared with the CWDA Adult Services Committee.

Through an All County Letter the counties should soon be receiving detailed information concerning the conversion and the new system. Questions regarding this letter should be directed to the project manager, Bill Schimeck, at (916) 229-4014.

Sincerely,

***Original Document Signed by
Donna L. Mandelstam on 5/26/99***

DONNA L. MANDELSTAM
Deputy Director
Disability and Adult Programs Division

c: Mike Noda, Chair
CWDA Adult Services Committee